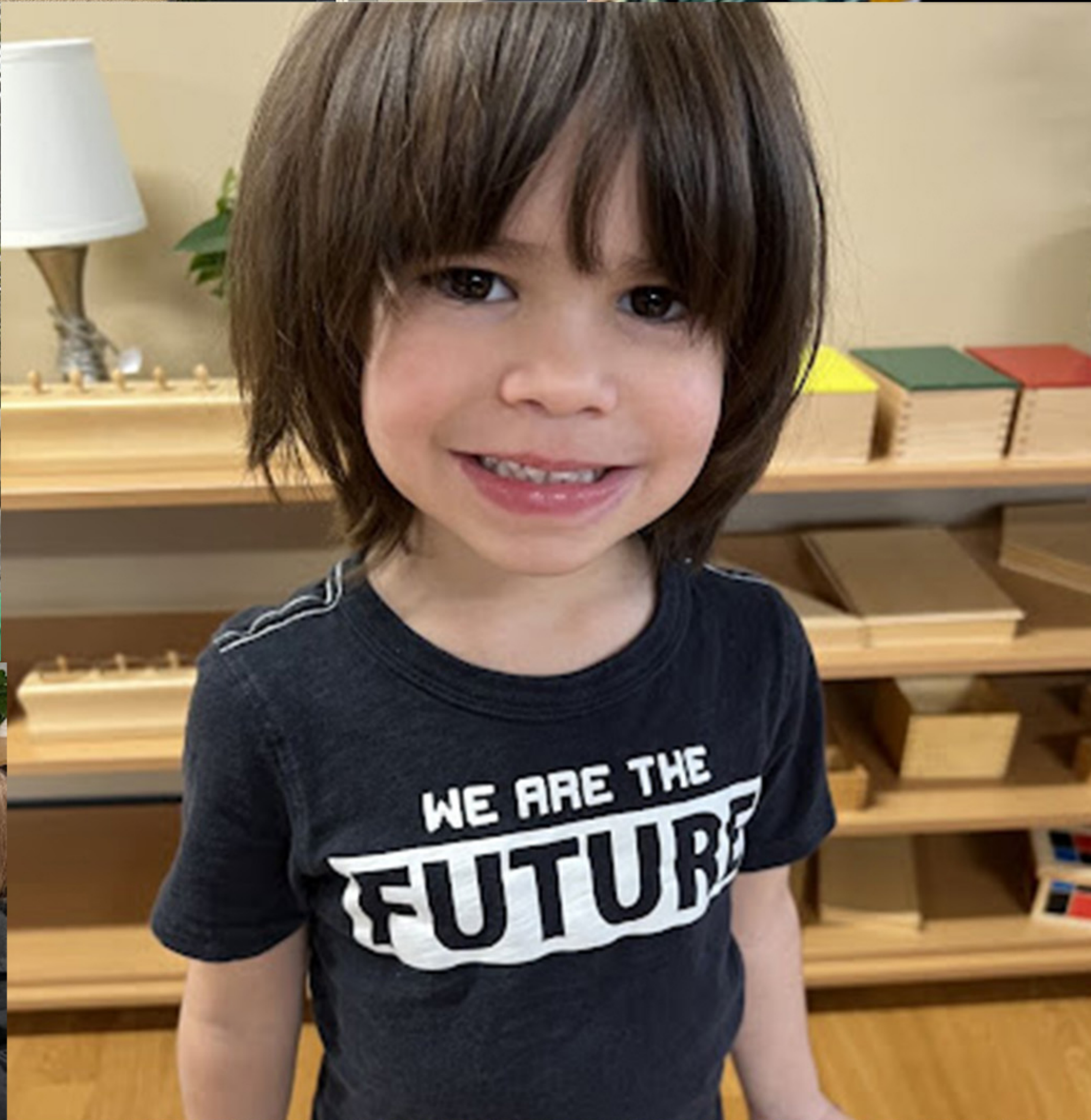




CARROLL CREEK MONTESSORI PUBLIC CHARTER SCHOOL

Est. 2012



CCMPCS Principal Position Description

The Principal of the Carroll Creek Montessori Charter School works collaboratively with the Monocacy Montessori Communities, Inc. (MMCI) Board of Trustees to implement the charter.

Reporting directly to the Instructional Director, the Principal for the Carroll Creek Montessori Public Charter School performs the following duties*:

- Supervises the instructional program of the school
- Organizes the instructional program
- Evaluates staff and assists in employing new staff
- Promotes consistent discipline within the school in accordance with Board of Education policies and school system guidelines
- Coordinates overall school program
- Performs other duties as assigned by the Superintendent of Frederick County Public Schools

**see the job description for a full breakdown of each duty.*

REQUIRED QUALIFICATIONS

Education/Training/Experience:

Minimum of three years of successful school administrative leadership experience, one year of experience as an Assistant Principal.

Montessori trained.

Demonstrated success in leadership positions.

Certification/License:

Currently holds, or is immediately eligible for, MSDE Administrator II certificate.

Currently holds, or is immediately eligible for, Montessori Administrator/Leadership certificate.

(Obtain within 3 years of hire)

Knowledge/Skills/Abilities:

Currently holds, or is immediately eligible for, MSDE Administrator II certificate.

Demonstrated knowledge of Montessori theories of instruction and curriculum development.

Strong skills in the areas of leadership, organization, management, group dynamics, and budgeting.

Outstanding communication and interpersonal skills with students, parents, colleagues, and community members.

Capable of performing the essential functions of the position, with or without reasonable accommodations.

PREFERRED QUALIFICATIONS

Education/Training/Experience:

One year of experience as a Principal.

Teaching and/or administrative experience at the elementary and middle school levels.

Prior experience with state standardized testing.

Certification/License:

Montessori Certified.

Knowledge/Skills/Abilities:

Familiarity with the Frederick County Public School policies, goals and programs.



What is Carroll Creek Montessori Public Charter School?

CCMPCS is a public charter school that is operated by a non-profit organization, Monocacy Montessori Communities, Inc. (MMCI) within the Frederick County Public School system. CCMPCS offers a Montessori-based learning environment based on the Montessori Method as well as Spanish instruction for all students.

As a public charter school, CCMPCS is free and open to all residents of Frederick County. CCMPCS especially encourages families who are native speakers of Spanish to apply.

The mission of CCMPCS is to build a community in which students, parents, and staff work together to educate the “whole child,” the sum of the physical, emotional, social, and intellectual parts. CCMPCS will implement a Montessori-based curriculum to give students the hands-on tools they need to be active learners both in and outside the classroom. By offering a content-based enrichment and conversational Spanish and English instructional program, students will develop strong language skills in both Spanish and English. CCMPCS will provide a unique opportunity for second language acquisition beginning at a young age, a critical component for development of language proficiency.

The vision of CCMPCS is to instill a lifelong love of learning in our students by providing an optimum Montessori-based learning environment in which they will grow to become independent, confident, creative, and caring members of our community and the larger world.

Contact Information

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